

APPLYING FOR A CONSULAR REPORT OF BIRTH ABROAD (CRBA)

U.S. Citizens who want to apply for a Consular Report of Birth Abroad must read the information on the following link: <http://caracas.usembassy.gov/crba.html>.

If you meet the requirements to transmit citizenship to your child, please do this check list to make sure you have all you need to start the process.

All documentation must be provided in **original and a copy per document**. If you are applying for a Social Security Number for your child, please bring **an additional copy**.

Requirements:

- ☐ **Form DS-2029**, Consular Report of Birth Abroad of a Citizen of the United States of America completely filled out but **NOT SIGNED**. Please read the instructions carefully before filling out this form.
- ☐ **Form DS-11**, Application for a U.S. Passport completely filled out but **NOT SIGNED**.
- ☐ **Form SS-5**, if you want to apply for a Social Security number for your child.
- ☐ Child's Venezuelan Birth Certificate. **It must be Apostilled.**
- ☐ Hospital's Certification of Live Birth.
- ☐ U.S. passport (s) of U.S. citizen parent (s).
- ☐ Valid photo ID of non –U.S. citizen parent.
- ☐ Marriage Certificate for the current marriage of the parents.
- ☐ The divorce or death certificates showing the termination of any previous marriages of the parents.
- ☐ Two color passport –sized photos of the child
- ☐ Documents to prove the physical presence in the U.S.
*If you are going to use the exit/entry stamps on your passports to prove the time spent in the US, you **must filled out** a chart as the one shown below.*

PHYSICAL PRESENCE						
PASSPORT NUMBER	PLACE	ENTRY DATE	PAGE NO.	EXIT DATE	PAGE NO.	DAYS/YEARS INSIDE U.S.A

- ☐ You may pay the processing fee in U.S. dollar or Venezuelan bolivars at the Embassy before starting the interview. The fee for a CRBA is US\$205 (Bs. 1,291.50 at the current exchange rate). Also, the fee for a passport application for a minor is US\$105 (Bs. 661.50 at the current exchange rate).
- ☐ Make your appointment through our [appointment service](#) by selecting “Report of Birth Abroad of a Child of a U.S. Citizen”. If you are going to present more than one child, please make an appointment for each one of them.
- ☐ Both parent and the child *must be present for the interview*, with very rare exceptions.

Make sure you comply with all the requirements mention on this list before you come to the embassy. Please bring this list with you along with the documents the date of your appointment.